

**INSTRUCTIONS FOR SERVICE COMPANY  
CHANGE OF REGISTRATION INFORMATION  
FORM NO. RWM-706**

**SECTION A**

**1. VERIFICATION INFORMATION**

Enter the Full Legal Name of your Business as registered with the Texas Secretary of State, TDA Client Number, and TDA License Number.

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**SECTION B**

**1. EQUIPMENT TO BE SERVICED**

Please indicate which class(es) of equipment your company will service. The fee applies to each class as indicated.

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**SECTION C**

**1. INSURANCE INFORMATION**

Please list the name of your insurance company and local insurance agency. Provide the name, address, business phone, and fax number of your local insurance agent.

**2. POLICY INFORMATION**

Please list the number, effective date, expiration date and limits of your insurance policy and provide a copy of the Certificate of Insurance.

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**SECTION D**

**NOTE: The Texas Department of Agriculture only accepts checks, cashier's checks, or money orders.**

**1. PAYMENT**

Fee is \$150.00 per Class.

Check method of payment. Enter check number or money order number. Enter amount remitted.

Please remit to: Texas Department of Agriculture, P.O. Box 12076, Austin, TX. 78711-2076.

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## **SECTION E**

### **1. SIGNATURE**

After reading the summary, sign and date the form. Your signature acknowledges that you have read the summary and that you are aware of your responsibilities regarding your license.

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## **SECTION F**

**Please note that an incomplete application may result in denial or delay in processing the application.**

### **1. CHECKLIST**

Check all boxes to verify you have completed the application process and attached or enclosed all items requested in the application such as payment, security seal, copy of certificate of insurance, calibration, and calibration date.